

**Industrial Department Report for
September, 1944**

The activity in the Industrial Department may be broken down into four main categories. For the best understanding of the significance of the work during September, an outline of these four emphases follows:

1. Employer and Employee contacts

A. Conferences with top management officials:

1. To promote the successful use and integration of Negro labor in industrial plants and/or non-industrial companies.
2. To promote utilization of Negroes in positions previously refused to non-whites.

B. Conferences with union officials and members of unorganized workers.

1. To inspire understanding and fruitful cooperation between individuals and/or groups of different color, creed, or race.
2. To help formulate constructive opinion and action on the most acute problems confronting specific workers or groups of workers generally.

2. Agency Contacts

Close cooperation with other agencies operating in the North Jersey area, that make contributions pertaining to Employment, Manpower, Personnel policies, Workers Education and training, etc.

1. Government agencies
2. Private agencies
3. Volunteer groups

3. Job Placement

Establishment and filling of job-orders-especially for:

1. Applicants possessing unusual skills, whose skin color usually causes less, or no attention to be paid to hiring at highest skills and personal qualifications.
2. Hard-to-understand job-applicants, who present personal problems that cause them to be relegated to the un-employed or to sub-standard jobs when applying in other places for work.

4. Fact finding and Dissemination

- A. Determination and compilation of knowledge about the industrial scene, which gives our work factual bases, and greater accuracy.
 1. Material secured from reports of fact-finding organizations, newspapers, journals, etc.
- B. Informational releases of help to the general public, which we are in a peculiar position to give.

On the one hand there is a conscious attempt to keep any one aspect from being neglected while some other aspect demands as much time as can possibly be given. On the other hand there is the need of drawing certain phases of the work to successive points of progress at the proper time, which prevents disrupting lapses in work with outside groups. Thus only four plant contacts were made, in September, entailing conferences with management officials; while six special counselling interviews were granted; seven special conferences with individuals in strategic positions on the community industrial scene; ten agency contacts; two conferences with school officials to solve a special vocational problem of a boy referred to us for help; and one industrial personnel meeting was attended.

Routine work of the office was speeded up considerably with the aid of a clerical worker whose time is shared in this department with the Neighborhood department. As a result of the continued good relations and work with the United States Employment Service, and of its ability to service applicants with job-referrals in this labor shortage area, the number of job-applicants for our job-placements service was very small. There was a total of twenty-six applicants, 19 female and 7 male. Only seventeen referrals were made of the twenty-six applications 13 female and four male. Six females and four males were not ready to accept work but needed aid in getting releases, reinstatement, (in absence of union cooperation), and general counselling as to how to use available services in the community for such problems as health, Veterans provisions etc. In the latter cases referrals were made to the proper agencies.

The most significant progress of the month was that with the department store program. The first Negro salesgirl ever to be so hired in a department store in New Jersey, was placed through our efforts, and those of Miss Dorothy Hutchinson who volunteered her services during the month of July, and of the League of Women Shoppers. This placement served to show the sincerity of the promises received from at least one store. The Industrial Secretary had searched for the properly qualified person to refer as a salesgirl, but no really qualified girl was found. Miss Leah Smuels applied for work through our office on September 16, and appeared to be a suitable person to refer as a salesgirl. Three days at Michaels as salesgirl proved that we made a mistake in evaluation of her personality. She was dismissed from Michaels after three days work. Subsequent conferences with officials at the store, indicate that Michaels feels responsible for any possible embarrassment caused Miss Smuels because they were not able to evaluate her likelihood of success well enough before hiring her. The plan to place a Negro salesgirl there remains. Another referral will be made as soon as there is found an applicant we are sure is qualified.

Domestic activity as reported by Mrs. Turner, is as follows: Employer's Orders, 55; New Applicants, 12; Referrals, 47; Placements, 44.

The Industrial Secretary left the city to attend the National Urban League Conference in Columbus, Ohio, on September 27. A full report of the conference appears separately.

In conclusion, activity lending itself to tabulation was as follows: Agency contacts, 10; Plant contacts, 3; Special counselling, 6; Special conferences, 9; Meetings, 1; Domestic and Industrial referrals, 64.